Minutes
Assurance of Learning Task Force
9.10 AM
7.18.11
Faculty Lounge

Present: B. Knowles, K. Lyons, K. Rosacker

1. Updates:
   a. Nichole will join the AOL committee in the fall
   b. Discussed potential additional AOL committee members
   c. Meet with all new CBA faculty during new faculty orientation to discuss AOL
   d. Discussed AOL component of fall CBA meeting
      i. Survey
      ii. Stand and be recognized
         1. Publish or presented
         2. Attended a conference or workshop
         3. Conducted college assessment
         4. Assessment in your class
         5. Classroom changes as a result of feedback
      iii. Explain where to place these items in digital measures
      iv. Offer a brief update regarding what AOL has accomplish and what will be accomplished in the next 18 months (offer a colorful diagram depicting this)
      v. Discuss competency in the major
   e. Plan for a big AOL event during January during CBA meeting or the week prior to the CBA meeting
   f. Friday, September 30 communications event with Bryan Kopp
      i. Communications rubric
      ii. Feedback—How do we get students to read and incorporate feedback into their work?
   g. Recognized the need to have ACC 222 and MKT 309 assessment reading early during fall semester.
      i. Early October
   h. Recommend the Dean’s office send an email in early August to all faculty which explains items required in all syllabi
      i. CBA mission
      ii. Core course learning objectives
      iii. Disability statement
   i. Update Dropbox access and Y-Drive access
   j. Tentatively set fall AOL weekly meeting time at Wednesday at 3.00 PM
      i. Must read competency in the major reports
   k. Next meeting is set for Wednesday 8.10.11 at 9.00 AM
2. The meeting adjourned at 10.05 AM

Kirsten (Kris) Rosacker, Secretary